Checklist for Non-Public Information Forms

Print the non-public information on these documents and omit the information from the public records.

Keep a copy of all documents for your records.

For a list of records, data and information classified as public, private, and protected, see <u>Rule 4-202.02</u>.

(1)	No	n-public Information – Parent Identification and Location
		This information is required by the U.S. Secretary of Health and Human Services. If the information changes, you must complete and file another form. (Utah Code Section 62A-11-304.4.)
		If there is reason to believe that releasing your residential address to the other party may result in physical or emotional harm to you or to your child, check the box and omit your residential address from this form. Print your residential address on the Safeguarded Address form, which is described below.
		Date and sign the form.
		Complete the Certificate of Service.
		Serve the form on the other party.
		File the original form with the judicial services representative.
(2)	No	n-public Information – Minors
		This information is required for identifying a minor except in a criminal case, name change of a minor, or appointing a guardian or conservator for a minor.
		Two of the items are required only if custody or parent time is part of the case:
		 identifying the places where this minor has lived during the last 5 years; and
		 identifying the people who have or who claim a right to custody or parent- time.
		If the information for a child is the same as for another, print "same as" (child's name) in the box.
		If there is reason to believe that releasing the child's residential address to the other party may result in physical or emotional harm to the child, check the box and omit the residential address from this form. Print the residential address on the Safeguarded Address form, which is described below.
		Date and sign the form in front of a judicial services representative or notary public.
		Complete the Certificate of Service.

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		Serve	the form on the other party.		
		File the	e original form with the judicial services representative.		
(3)	No	n-publ	ic Information – Safeguarded Address		
		A resid	lential address can be safeguarded only in a proceeding about:		
		0	a protective order (Utah Code Section 78B-7-109)		
		0	a stalking injunction (Utah Code Section 77-3a-101)		
		0	a parentage order (Utah Code Section 62A-11-304.4)		
		0	a custody order (Utah Code Section 78B-13-209)		
		0	a support order (Utah Code Section 78B-14-312)		
			have asked that your residential address or that or your child be arded, omit the residential address from all other documents, and print it		
			ne name, address, city, state, and zip code of the person whose address safeguarded.		
		Date and sign the form.			
		Do no	<u>t</u> serve the form on the other party.		
		File the	e original form with the judicial services representative.		
(4)	No	n-publ	ic Information – Personal Information		
			is form to provide the court with personal identifying information about a or non party.		
			nat a business address, phone number and email address of a person or ss is public and can be written on public documents.		
			is document only if the identifying information is necessary residential or hal identifying information.		
		The fin	nal table is for any other necessary non-public information. Print the name tragraph number of the document to which the information refers.		
		Date a	nd sign the form.		
		Compl	ete the Certificate of Service.		
		Serve	the form on the other party.		
	П	File the	e original form with the judicial services representative		

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Non-public Information – Par Identification and Location	rent	Case Number			220	
Notice: This information is required by the U.S. Secretary of Health and Human Services. If the information changes, you must complete and file another form. (Utah Code Section 62A-11-304.4.)						
Name	T	elephone Numbe	ers (Inclu	ide area	code	e.)
	D	ay	Evening			Cell
Residential Address						
Keep my residential addres there is reason to believe that remotional harm to me or to my document and from all other papers f	relea child	sing the informat	tion may box, omi	y result t your re	in p	hysical or tial address from this
Mailing Address (if different from	reside	ntial address)				
Date of Birth	Socia	al Security Number		Driver's License		cense
			St		Nur	mber
Employer Name, Address and Telephone Number						
Employer Name, Address and Telephone Number						
I am: (check all that apply)						
☐ Petitioner ☐ Respondent ☐ C	ustod	ial Parent 🔲 Non-	custodial	Parent		
☐ Filing this information about myse	elf 🗌	Filing this informati	on about	the othe	r par	ty
I declare under penalty of Utah Code Section 78B-5-705 that everything stated in this document is true and correct.						
Date		Sign here ▶				
Ty	yped o	or printed name				
Typed or printed name						

Non-public Informa	tion - Minors	Case Number_			
Use this document to provide non-public information to the court. Write the information here, and omit it from the public document. Complete as many forms as needed. Serve this form on the other party.					
I swear or affirm that	the following informat	tion is true.			
to believe that releasing you check this box, omit	address private and do no the information may result the child's residential addr on the Safeguarded Addre	in physical or emotion ess from this documen	al harr	n to me or to my child. (If	
(1) Name of Minor	Residential Address*	Date of Birth	Sex	Social Security Number	
(1) Name of Minor	Residential Address	Date of Bitti	Sex	Social Security Number	
(A) Places where this mi person. (Required only if	nor has lived during the last custody or parent time is	st 5 years. Person the part of the case. Section	minor on 78B	ived with. Address of that -13-209.)	
(R) Name and address of	f anyone (other than Petiti	oner or Respondent) v	vho ha	s or who claims a right to	
custody or parent-time. (Required only if custody or	r parent time is part of	the ca	se. Section 78B-13-209.)	
(2) Name of Minor	Residential Address*	Date of Birth	Sex	Social Security Number	
	nor has lived during the last custody or parent time is				
	f anyone (other than Petiti Required only if custody o				
		The state of the s			
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(3) Name of Minor	Residential Address*	Date of Birth	Sex	Social Security Number	
	nor has lived during the las				
person. (Required only if	custody or parent time is	part of the case. Section	on 78B	-13-209.)	
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(B) Name and address of	f anyone (other than Petiti	oner or Respondent) v	vho ha	s or who claims a right to	
custody or parent-time. (Required only if custody o	r parent time is part of	the ca	se. Section 78B-13-209.)	
				and a second a second and a second a second and a second	

(4) Name of Minor	Residential Address*	Date of Birth	Sex	Social Security Number
(A) Di	in a bas lived during the let	ot E years Dorson the	minor	lived with Address of that
(A) Places where this mi person. (Required only i	inor has lived during the last f custody or parent time is	part of the case. Secti	on 78E	8-13-209.)
(B) Name and address of	of anyone (other than Petiti	oner or Respondent) v	who ha	s or who claims a right to
custody or parent-time.	(Required only if custody o	r parent time is part of	the ca	se. Section 78B-13-209.)
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			0 0.8000 -	
(5) Name of Minor	Residential Address*	Date of Birth	Sex	Social Security Number
(A) Places where this m	inor has lived during the last f custody or parent time is	st 5 years. Person the	minor	lived with. Address of that
person. (Required only I	r custody or parent time is	part of the case. Secti	011 7 01	5-13-203.)
(D) N	f (-thth Detiti	Doonandont)	uba ba	a ar who alaime a right to
(B) Name and address of custody or parent-time.	of anyone (other than Petiti (Required only if custody o	oner or Respondent) t r parent time is part of	wno na the ca	se. Section 78B-13-209.)
- Anne V				
Data	Ciar	hara N		
Date		here >		
	3500 A	ed name		**************************************
I certify that	in my presence and while	is known to me or who	o prese	ented satisfactory
identification, rias, write	in my presence and write	under batti bi amimati	OH, VOI	untainy signed this
document and declared	that it is true.			
		, horo N		
Date:	Sign			
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Date:Typed or printed r	Signame (Court Clerk or Notar	y Public) tary Seal		
Date:Typed or printed r	Signame (Court Clerk or Notar	y Public) tary Seal		
Date:Typed or printed r	Signame (Court Clerk or Notar	y Public) tary Seal		

Certificate of Service					
I certify that I served a copy of this Non-public Information Form on the following people.					
	The state of the s	Served at this	Served on		
Person's Name	Method of Service	Address	this Date		
	Mail Mail				
	☐ Hand Delivery				
	☐ Fax (Person agreed to service by				
	fax.)				
	☐ Email (Person agreed to service by				
	email.)				
	Left at business (With person in				
	charge or in receptacle for deliveries.)				
	Left at home (With person of				
transferred and the property of	suitable age and discretion residing				
(Other Party or Attorney)	there.)				
	☐ Mail				
	Hand Delivery				
(Clerk of Court)	☐ Electronic File				
	☐ Mail				
	Hand Delivery				
	☐ Fax (Person agreed to service by				
	fax.)				
	☐ Email (Person agreed to service by				
	email.)				
	Left at business (With person in				
	charge or in receptacle for deliveries.)				
	Left at home (With person of				
	suitable age and discretion residing				
	there.)				
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	☐ Hand Delivery				
	☐ Fax (Person agreed to service by				
	fax.)				
	☐ Email (Person agreed to service by				
	email.)				
	Left at business (With person in				
	charge or in receptacle for deliveries.)				
	Left at home (With person of				
	suitable age and discretion residing				
	there.)				
Date	Sign here ▶				
*	,		-		
Typed or printed name		See all control of the control of th			

Non-public Information – Sa Address	afeguarded Case Numbe	r			
party in the 5 types of cases listed these casetypes and if you want to other party, write the address here, Information about Minors form and	ddress (or that of a party's child) can below. Safeguarding an address is y safeguard your residential address and omit it from the public document from the Parent Identification and Lot serve this form on the other party.	your choice. If your case is one of (or that of your child) from the nt. Omit it also from the Non-public ocation form. File this form with the			
Name*	Residential Address	City, State, Zip**			
*Name of an adult may be included **City, state and zip code may be in	on public records. ncluded on public records.				
Keep this residential address this proceeding is about:	private and do not provide it t	to the other party because			
□ a protective order (Utah Code Section 78B-7-109) □ a stalking injunction (Utah Code Section 77-3a-101) □ a parentage order (Utah Code Section 62A-11-304.4) □ a custody order (Utah Code Section 78B-13-209) □ a support order (Utah Code Section 78B-14-312)					
I declare that under penalty of Utah true and correct.	n Code Section 78B-5-705 that ever	ything stated in this document is			
Date	Sign here ▶				
	Typed or printed name				
Judicial Services Representative: T	his is a private record.				
Non-public Information Form - Safeguardes	Approved Board of District (Court Judges July 10, 2009 Page 1 of 1			

Non-public Information – Personal Information	Case Number	
information		

Use this document to provide non-public information to the court. Write the information here, and omit it from the public document. Complete as many forms as needed. Serve this form on the other party.

Non-public information about a party

Plaintiff/Petitioner	Information	Defendant/Respondent
	Name (Public)	
	Social Security Number	
	Driver License State / Number	
	Account Names and Numbers	

Non-public information about a non-party (Business information should be provided on public documents. Complete this section only if personal information is the only means to contact this person.)					
	Residential	Personal		T	
Name (Public)	Address	Phone	Personal E-mail	This Person is	
				□ Plantiff/Petitioner's Employer	
				□ Defendant/Respondent's Employer	
				☐ Holder of Property	
	1		*	☐ Other Non-party	
				□ Plantiff/Petitioner's Employer	
				□ Defendant/Respondent's Employer	
				☐ Holder of Property	
				☐ Other Non-party	
				☐ Plantiff/Petitioner's Employer	
				□ Defendant/Respondent's Employer	
				☐ Holder of Property	
				☐ Other Non-party	

Other non-public information

Public Document Title	Paragraph Number	Non-public Information

I declare that under penalty of Utah Code Section 78B-5-705 that everything stated in this document is true and correct.

Date	Sign here ▶	
	Typed or printed name	
Judicial Services Represe	ntative: This is a private record.	

Certificate of Service			
I certify that I served a copy of this Non-public Information Form on the following people.			
Person's Name	Method of Service	Served at this Address	Served on this Date
(Other Party or Attorney)	Mail Hand Delivery Fax (Person agreed to service by fax.) Email (Person agreed to service by email.) Left at business (With person in charge or in receptacle for deliveries.) Left at home (With person of suitable age and discretion residing there.)		
(Clerk of Court)	Mail Hand Delivery Electronic File Mail Hand Delivery Fax (Person agreed to service by fax.) Email (Person agreed to service by email.) Left at business (With person in charge or in receptacle for deliveries.) Left at home (With person of suitable age and discretion residing there.)		
	Mail Hand Delivery Fax (Person agreed to service by fax.) Email (Person agreed to service by email.) Left at business (With person in charge or in receptacle for deliveries.) Left at home (With person of suitable age and discretion residing there.)		
Date Sign here ▶			
Typed or printed name			